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22 JAN 1965

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REPORT OF OFFICE OF TRAINING ACTIVITIES

28 December -- 8 January 1965

A. ITEMS OF INTEREST TO THE DD/S

25X1C [redacted]

25X1A [redacted] met with [redacted] (Office of Security, Alcott Hall) and obtained final approval of the script. At the same time, they discussed in detail the support which they would expect his office to furnish. A technical advisor, and alternate, have been assigned to the project and the Personnel Officer will furnish, as soon as possible, a list of persons who will be made available as actor candidates. 25X1A

2. DIA-DIS

The College Graduate Recruit Career Development Plan (JOT) was approved in DIA December 1964. The details are set forth in DIA Regulation No. 22-35. It does not appear that this program will provide too much competition with our own JOT program for a variety of reasons which are obvious in the regulation, i.e., the beginning grade structure. The DIA program does not envision any foreign assignments and so will only appeal to those who have no desire to serve overseas. Within DIS, an Ad Hoc committee has been appointed to develop the Intelligence Orientation Course, Para. 7, a.(1). [redacted] has been asked to serve on this committee and is presently engaged in drafting a training plan for use by the committee as a point of departure. 25X1A 25X1A

25X1A [redacted] has already given him considerable advice and guidance and he hopes to call on him for continuing advice as the plans begin to materialize. The first course of approximately 25 trainees is expected to get under way the last week in June.

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NEXT REVIEW DATE: [redacted]
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25X1A On 16 December, [redacted], Chief Management Training, talked with Col. R. F. Gallagher, DIS Deputy Commandant and Dr. Robert Plumb, DIS Educational Advisor, on the subject of Management Training. Both were very pleased at their reception by [redacted] 25X1A and the information he was able to give them. This last was reflected in new direction given the DIS staffs with regard to the inclusion of a limited amount of management training in the respective DIS courses.

3. Project USEFUL

Rear Admiral Reed, DIA COS, plans to attend the February running of Project USEFUL. He plans to use one of the DIA slots.

25X1C [redacted]

25X1A 5. [redacted]

Information has been received from [redacted] office that they 25X1A have received a reply from [redacted] floor. 25X1A The contractor has counterclaimed. Specifically, he states he received 25X1A the [redacted] permission to use "resin" paper in lieu of asphalt paper, and to use 6D nails in lieu of 8D nails. The contractor did not substantiate his counterclaim with any written evidence; however, the whole subject is again a matter of litigation. The Station still has $460 of the contractor's money which can be used to sand down and refinish

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the floor if the attempt to have the contractor underwrite the cost of replacing the entire floor is unsuccessful.

The fallout shelter ventilation system was again tested on 29 December. The test was successful and the system is operational. A procedure is being established which would allow complete checking of the system once a month.

25X1A [redacted] 25X1A

25X1A [redacted] 25X1A

25X1A

7. American University

C/SIC continues to be astonished at receiving an invitation from Ambassador Randall at American University to speak to his class of business men. This must, in some fashion, reflect a strange twist in the make-up of the American business executive. Randall commented that this past group had been rather hostile and difficult to handle, but that they had enjoyed C/SIC's presentation -- in which [redacted] had provided them with overwhelming evidence that they -- particularly because of their involvement in US foreign business activities -- were representative of the most vicious, most rapacious, most reactionary, most imperialist segment of US monopoly capitalism. He has been requested to expand this diatribe from one and one-half to three hours!

25X1A

25X1C [redacted]

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[redacted]

10. Training Assistance Staff

During the period 1 through 31 December the TAS distributed 124 items to Agency Headquarters components; one item to the Army; twelve items to the National War College; and 206 items to field installations.

11. JOT Program

A memorandum to DTR from DD/P/OP, dated 27 April 1964, nominated 68 internal candidates for the Program. Action on the list in subsequent months has been as follows:

Accepted		
For Class of July 1964	11	
For Class of October 1964	2	
For Class of January 1965	19	
For Class of March 1965	2	
For Class of July 1965	4	38
Not Accepted		
Unqualified	16	
Medical reject	2	18
Wife of Non-Agency Employee		1
Assigned PCS away from Hqs.		2
Declined consideration		9
Total		68

We are pleased to note that the current Midcareer Course No. 5 includes

25X1A four ex-JOT's: [redacted]

25X1A [redacted]

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12. Management #87

For the Management Course begun 10 January we accepted thirty-five enrollments, and there were five people in addition on a waiting list. We have seized the opportunity during the last several weeks to revise the in-basket exercise and some of our other material.

13. Special Training Requests

The Clerical Training Faculty has been asked to conduct the following special training programs for Office of Computer Services:

a. Card punch training (The machines are being installed at 1016-16th Street.)

b. An Agency-wide Filing Workshop of the kind conducted by Clerical Training Faculty and the Records Administration Staff in 1960

c. Refresher shorthand and typewriting instruction for NPIC clerical personnel. (This training would be conducted at [redacted]

25X1A

25X1A Unfortunately a replacement for [redacted] who resigned on 18 September 1964, has not been found and it is impossible for this staff to undertake any additional training projects at this time. [redacted] has 25X1A had to explain to each requesting Office the reason for having to postpone the requests. At best it will probably be April before we can begin even the first program listed above.

14. Off-Campus Training

It appears that we have moved one giant step forward toward accomplishing a goal of real academic significance, as a result of recent overtures from George Washington University. Hi Stout, as Assistant Dean of the School of Government, Business and International Affairs, has permitted 25X1A [redacted] to identify the following courses which "could be offered at CIA in International Politics option," toward an M.A. in International Affairs:

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Pol. Sc. 171	International Politics
Pol. Sc. 172	Organization and Function of the United Nations
Pol. Sc. 212	Seminar: Comparative Government and Politics
Pol. Sc. 271-72	Problems in International Politics and Organization
Pol. Sc. 274	Methods and Objectives of Foreign Policy
Pol. Sc. 281-82	Seminar: International Law and Relations
Anthropology 263	Culture, Contact and Change
Economics 181-82	International Economics
Economics 251-52	Economic Development
Economics 290	Seminar: International Economics
History 181-82	Diplomatic History of the United States
History 285-86	Seminar: Diplomatic History of the United States
History 249	Seminar: European Diplomatic History

Several of these courses have never been offered before by GWU, even under on-campus auspices.

The Registrar has not yet agreed to the proposed list, for he is still hopeful that this concession will lead to a further one which will permit the substituting of credit for satisfactory completion of selected OTR internal offerings. Further, he wants to obtain permission for GWU acceptance of CIA theses on classified topics - with all of the security safeguards as now granted to War College students. If these secondary goals can be accomplished it would seem that this device can be an appropriate means of integrating academic education into career planning for mid-career and senior officials. How he fares will depend on subsequent sessions with Hi Stout, for whom an up-dated clearance has been requested.

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15. Attendance

Week of 21-24 December
282 Agency employees in 108 (90 LAS) internal courses or programs
4 dependents in 3 courses
1 non-Agency
No external training report, all courses suspended during holidays

Week of 28-31 December
14 Agency emp. in 6 (5 lang. tutor.) internal courses or programs
No dependents
No non-Agency
No external training report, all courses suspended during holidays

16. Military Assistance Institute

25X1A [redacted] had lunch with General Royce, who is
25X1A retiring from MAI. The next day [redacted] received a letter from General Reynolds, General Royce's replacement, stating his presentation on The Role of CIA would no longer be required in future programs. The reason for the deletion was that MAI had been directed to add several additional hours of Military Assistance subjects. [redacted] regrets, of 25X1A course, that the MAI people who will be in contact to some extent with our field personnel will not be receiving the message in the future.

25X1A [redacted]

SIGNED
MATTHEW BAIRD

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